



NATIONAL HEADQUARTERS
CIVIL AIR PATROL
UNITED STATES AIR FORCE AUXILIARY
MAXWELL AIR FORCE BASE, ALABAMA 36112-6332

27 May 04

MEMORANDUM FOR ALL WING AND REGION COMMANDERS

FROM: HQ CAP/DO

SUBJECT: Transition Guidance for Updated CAPR 60-3

1. The National Executive Committee recently approved changes to Chapter 2 and attachments 4 and 5 of CAPR 60-3, CAP Emergency Services Training and Operational Missions which should prove to be very helpful to the membership. Because of the extent of the change, a new basic regulation dated May 26, 2004 that supersedes the May 2001 edition of CAPR 60-3 has been issued. Necessary transition guidance is provided below.

2. First, training requirements for emergency services specialty qualifications transition from CAPF 101Ts to those found in the appropriate task guides for ES specialties. We understand that personnel are in various states of training, and want to give them time to complete the training they have started while also allowing other personnel to take advantage of the new guidance. Personnel that have already started training on a CAPF 101T will be allowed to complete training according to those standards until the end of August, 2004. All CAPF101Ts will be revoked and considered obsolete on the 1st of September as they have been superseded. Please encourage your members to either transition to the new guidance or complete their training under the 101Ts as soon as possible so that they are not surprised by these changes on 1 September, 2004. Task guides are now available electronically for all specialties with other curriculum at: <http://level2.cap.gov/index.cfm?nodeID=5312>, and will soon be available in paper format for purchase from CAPMart.

3. Second, the incident commander, agency liaison, and ground team member specialties have been broken into three levels. Personnel listed in MIMS as qualified in these specialties will be retained as qualified at the lowest level of each specialty. Commanders and emergency services officers should review the qualifications of their personnel to consider upgrading them to higher levels as soon as possible. To assist in upgrading appropriate personnel as well as input any other approved qualifications, tools to directly enter specialty qualifications into MIMS will soon be made available to wing and region commanders, vice commanders, chiefs of staff, and emergency services officers to allow this to be easily accomplished. Wing level or higher web security administrators will also be given the authority to assign these privileges to other members at your discretion.

4. Third, most specialty qualifications now expire three years from the date the qualification was attained, rather than in two years, with minor exceptions noted in table 2-1 of the new CAPR 60-3. We will extend the expiration date of specialties registered in MIMS by 1 year appropriately. You will need to do the same for your local systems and qualifications so that members can transition smoothly.

5. Fourth, because of the significant changes to CAPR 60-3, a new CAPT 116 will be issued. It and the new CAPT 117 will be available online on the 1st of June at: <https://ntc.cap.af.mil/es/tests.html>. Paper copies will be made available to units after printing through normal distribution.

6. Activity directors approved by HQ CAP/DOS are now authorized to qualify personnel in specialty qualifications and issue CAPF 101s. HQ CAP/DOS will do this by assigning privileges to these directors in MIMS for the area that they will be supporting. National activity directors will be given national access; regional directors, region access; and so on.

7. If you have any questions please contact our operations support staff at (334) 953-4228 or dos@capnhq.gov.


JOHN A. SALVADOR
Director of Operations

cc:
HQ CAP/CC/CV/CS/EX/XP/IT/GC/EXI
HQ CAP-USAF/CC/CV/XO
ALL REGION and WING DOSs
Operations Committee
MIMS Committee